

PUBLIC SAFETY BOND CITIZEN OVERSIGHT COMMITTEE

Action Minutes December 10, 2008

PRESENT: Phyllis Lazzarini, Autumn Gutierrez, Dang Pham, John Skeen

ABSENT: Jim Shore

STAFF: Antonio Guerra, Ed Shikada, Ashwini Kantak, Lisa Au, David Cavallero, Gary Kirby, Geoff Cady, Jim McClure, Dave Sykes, Katy Jensen, David Printy, Paul Harper

The meeting was convened at 5:05 PM.

1. Welcome and Introductions

2. Approval of Meeting Report

Document Filed: Meeting Report from the August 20, 2008 Public Safety Bond Citizen Oversight Committee (COC) meeting

Action: Meeting Report from the August 20, 2008 meeting was approved.

3. Project Budget, Expenditure & Status

a) Fiscal Year 2007-2008 Annual COC Report to Council

Dave Printy highlighted the status of remaining real estate acquisitions for the public safety bond projects including Fire Station 21 and the Driver Training Facility. David Cavallero added that a long-term lease has been secured for the South Community Policing Center at Oakridge Mall. Dave Printy noted that as of Fiscal Year 2007-2008, \$128.4 million bond funding and \$5.4 million non-bond funding have been committed to the public safety bond projects.

Document Filed: Draft Report of the Annual Financial Report on the Public Safety Bond Program for Fiscal Year 2007-2008, dated December 10, 2008.

Action: The Committee approved for the Chair and Vice-Chair to work with staff to finalize the December 10, 2008 draft report "Annual Financial Report on the Public Safety Bond Program for Fiscal Year 2007-2008" with the following changes:

- Update on the South Community Policing Center land acquisition
- Typographic corrections

The report is scheduled for the January 27, 2009 Council meeting, in conjunction with the COC reports from the Parks and Library Bond Programs.

b) Fiscal Year 2008-2009 – First Quarterly Report

Documents Filed:

- Adopted CIP Budget for 2009-2013 w/ Year End Clean-ups
- Expenditures and Encumbrance Overview
- Project and Land Acquisition Status Updates

Dave Printy reported on the status of the remaining projects. The 911 project was awarded in November 2008. Fire Station No. 2 is scheduled to be awarded in early 2009. Due to the ongoing site identification for Fire Station No. 21 and the Driver Training projects, the life of the bond program is being extended beyond its original schedule.

Action: The Committee accepted staff's report.

c) Police Substation – Project progress and upcoming council actions

Document Filed: Approved Council memorandum dated November 4, 2008 regarding "South San Jose Police Substation Contract – Various Actions"

Dave Printy reported that the construction of the Police Substation project is currently 50% complete. As described in the Council memo provided, the Police Substation plans and specifications prepared by the architect have several areas of deficiency. The architects are also having difficulty addressing all of the issues in a timely manner, which will further impact the project schedule and budget. As such, the executed and potential change orders are currently estimated to exceed the approved construction contingency.

Dave Sykes commented that the City needs the support of the architectural firm to complete the project. Nevertheless, the City will hold the architect accountable for any deficiencies in the project documents as well as responding to construction issues in a timely fashion. This issue will be monitored closely and staff will keep the COC informed on the status of the project. Staff will be forwarding recommendations to City Council for their consideration regarding the project funding decisions necessary to complete the project.

Action: The Committee accepted staff's report.

4. Future Items

The Committee voted and recommended to maintain quarterly meetings.

Staff would like to discuss the proposed funding plan for the Police Substation with the COC prior to making a recommendation to Council. As such, the COC approved for the schedule of the next meeting to be changed to February 4, 2009 at 5 pm.

5. Oral Communications

None

6. Adjournment

The Committee was adjourned at 5:55 P.M.